

STATE OF WEST VIRGINIA  
OFFICE OF THE ADJUTANT GENERAL  
1703 COONSKIN DRIVE  
CHARLESTON, WEST VIRGINIA 25311-1085  
[www.wvang.af.mil/hro](http://www.wvang.af.mil/hro)  
**TECHNICIAN VACANCY ANNOUNCEMENT**  
**ANNOUNCEMENT NUMBER: MT 05-171**

OPENING DATE: 26 October 2005

CLOSING DATE: 14 November 2005

LOCATION: Maintenance Control Branch, West Virginia National Guard, Charleston, WV 130<sup>th</sup> AW

JOB TITLE AND NUMBER: Production Controller (Aircraft), F50016000

PAY PLAN, OCCUPATION CODE AND GRADE: GS-1152-09. **POSITION TO BE FILLED UPON AVAILABILITY OF RESOURCES**

SALARY RANGE: \$41,772 - \$54,300 per annum.

TYPE OF APPOINTMENT: Excepted –Enlisted.

CREDIT FOR COLLEGE HOURS MUST BE DOCUMENTED WITH COLLEGE TRANSCRIPTS.  
INDIVIDUAL SELECTED FOR THIS POSITION WILL BE REQUIRED TO SIGN UP FOR DIRECT DEPOSIT/ELECTRONIC FUND TRANSFER UPON APPOINTMENT TO THE POSITION.

**AREA(S) OF CONSIDERATION:** AREA ONE: Current on-board full-time support personnel in the WVNG.  
AREA TWO: All members of the West Virginia National Guard.  
AREA THREE: All members of the National Guard nationwide and other when eligible for membership in the WVNG.

MILITARY MEMBERSHIP AND UNIFORM REQUIREMENTS: Military membership in the appropriate service and wearing of the uniform appropriate to the service and federally recognized grade are requirements for appointment in the excepted service.

MAJOR DUTIES AND QUALIFICATION REQUIREMENTS: A review of the major duties and necessary qualifications are attached for your information.

**List the dates of service in conjunction with all sources of employment (including military assignment) that provided experience in the duties of the position for which you are applying.**

HOW TO APPLY: Anyone interested in applying for this position should submit a completed **AGO Form 690-47-R-E**, "Application For WVNG Technician Employment" with all attachments, to the Human Resource Office, The Adjutant General's Department, 1703 Coonskin Drive, Charleston, WV 25311-1085, **POSTMARKED** on or before the closing date noted above. **NOTE:** Applications that are submitted for this announcement will not be returned to applicant. **Applications may be obtained from the HRO Web Page. Do not submit applications in folders or binders.**

Applicant's should specifically address each of the job-related KSA's in their application. State when, where and how you obtained each; either through experience, education or training. Failure to submit this information may affect your ranking for referral for this position.

EVALUATION OF SKILLS: (1) Experience; (2) Training; (3) Education:

CONSIDERATION WILL BE GIVEN TO ALL QUALIFIED APPLICANTS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, POLITICS, AGE, MEMBERSHIP OR NON-MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.

POINT OF CONTACT: MSgt Robin L. Chestnut, DSN 623-6433, Comm 561-6433, [Robin.Chestnut@WV.NGB.ARMY.MIL](mailto:Robin.Chestnut@WV.NGB.ARMY.MIL) Applications submitted in postage paid federal envelopes are in violation of 18 USC section 1719 and will not be considered. Candidates will be evaluated on the basis of the available information on the AGO Form 690-47-R-E.

FREEDOM OF INFORMATION AND PRIVACY ACT STATEMENT: See AGO FORM 690-47-R-E.

Reference: WV HRO 300-1 Dated 15 Jul 1999, HRO Web page// POSTING:

POSTING: This announcement will be posted on all bulletin boards for the duration of the announcement period.

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DOYLE R. HAYES, JR  
MAJ, WVANG  
Supervisory Human Resource Specialist

### **DUTIES AND RESPONSIBILITIES:**

This position is located in the Maintenance Control Branch. Implements preliminary maintenance plans for assigned weapon systems and schedules immediate maintenance for transient aircraft. Designates, maintains and monitors current maintenance repair priorities of aircraft to ensure actuality and compliance with flying schedules. Authorizes and assigns aircraft maintenance jobs, job control numbers either manually or through a computerized maintenance system, work priorities, and start and completion times for scheduled and unscheduled maintenance of aircraft. Conducts the control and dispatch of shop assignments. Monitors progress of job completion by dispatched personnel. Controls maintenance on assigned aircraft and related support and training equipment. Takes prompt and decisive action to make on-the-spot adjustments to maintenance repair priorities necessitated by unscheduled maintenance requirements, and incorporates all unscheduled maintenance into a daily plan. Maintains visual aids depicting status of maintenance actions in progress, specialist availability and status of aerospace vehicles, aerospace ground equipment (AGE), training equipment, transportation and tow vehicles, munitions loads, arming of guns and munitions, and location of aircraft and dispatched AGE. Maintains a visual schedule of daily flying, noting deviations and cancellations. Coordinates with Materiel Control on mission capable and non-mission capable status of parts, adjustments to in-shop work priorities, and verification of urgency of need designators. Determines the source of supply for cannibalization actions. Coordinates with Quality Assurance on functional check flight requirements, Air Operations on flying schedule, other maintenance shops for coordination of repair work and with other functional areas as required. Requests necessary support services such as fire fighting activity standby, fuel and defuel and civil engineer support. Directs physical movement of aircraft and aerospace ground equipment. Controls the maintenance communications and transportation systems to provide for the effective transmission of information and movement of material and maintenance personnel. Develops and maintains current procedural check sheets for use during actions such as mass loads, combat turnaround, broken arrow, emergency war orders notification, aircraft crash, flightline fire, severe weather warning or evacuation. Monitors and revises the sequence of preselected aircraft required for contingency commitments. Makes required inputs to the automated data system and retrieves data and/or computer-generated products as required. Conducts training of assigned military personnel. Performs duties to facilitate the control and coordination of the maintenance flight line activity. Monitors aircraft maintenance in progress and provides estimated completion time follow-up on all flight line activity to provide continuing surveillance of progress and requirements. Anticipates problems and provides alternatives and recommendations to meet mission schedules. Performs other duties as assigned.

### **QUALIFICATION REQUIREMENTS:**

- 1. General:** Must have experience, education, or training which indicates the candidate can reason in quantitative terms, can express himself orally and in writing, and understands the terminology and data pertaining to the repair operations and processes characteristic of the production activity.
- 2. SPECIALIZED EXPERIENCE:** Must have 24 months of the following: experience as a supervisor, or contacts that required an interchange of information resulting in a specific required action to be completed; experience where candidate scheduled workflow in more than one area and was responsible for coordinating products or materials from support activities; experience in performing or supervising journeyman level work in a shop located within the production facility; experience where applicant exercised immediate control tasks such as: a) preparing job or work orders b) scheduling various phases of projects into the shops c) following up to see if work is progressing as planned d) arranging for adjustments in materials, machine processes, and work sequencing to allow for unanticipated changes.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

1. Ability to communicate both orally and in writing.
2. Ability to exercise initiative in taking timely action to schedule and obtain required materials.
3. Knowledge of the organization and work procedures of the production activity.
4. Ability to exercise considerable initiative in taking prompt and decisive action to prevent or alleviate delays due to conflicts in scheduling, lack of materials, or faulty work processes.

Military Compatibility: 2RXXX, 2AXXX, 2WXXX.